

**TOWN PLAN AND ZONING COMMISSION  
REGULAR MEETING – MONDAY, AUGUST 3, 2015 – LEGISLATIVE  
CHAMBER, ROOM 314, TOWN HALL, WEST HARTFORD, CT 06107**

**MINUTES**

CALL TO ORDER/ROLL CALL: 7:00 P.M.

ATTENDANCE: Kevin Prestage, Chair; Michele Maresca, Vice Chair, Commissioner: Michael Seder. Alternate: Liz Gillette and Mishone Donelson; Todd Dumais, Town Planner/TPZ Secretary; Catherine Dorau, Associate Planner; Patrick Alair, Deputy Corporation Counsel

ABSENT: Commissioners: Kevin Ahern and Paul Freeman, Alternate: John O'Donnell

ADJOURNMENT: Motion/Prestage; Second/Seder ( 5-0 ). Meeting adjourned at 10:25 pm

MATTERS FOR PUBLIC HEARING SHALL BE CALLED AT 7:15 P.M.

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**MINUTES:**

Approval of Minutes:

- a. Minutes of the Regular Meeting, Monday, June 1, 2015. ***Motion to approve. Motion/Seder; Second/Maresca (Gillette seated for Ahern)(Vote: 3 - 0).***
- b. Minutes of the Regular Meeting, Wednesday, July 8, 2015. ***Tabled to September 9, 2015.***

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**COMMUNICATIONS:**

**2015 Woodridge Lake and Wood Pond Fall Drawdown** – Woodridge Lake Association requests permission to drawdown both Woodridge Lake and Wood Pond on or about September 27, 2015 to the end of November, 2015 as part of their fall maintenance program.

After a brief review of the communication and its related exhibits and after consideration of staff technical comments, the IWWA acted by **unanimous vote (5-0)** (Motion/Maresca; Second/Seder)(Gillette seated for Ahern) (Mishone seated for Freeman) to receive the Association's notice of annual drawdown.

1. The Association is authorized to draw down both Woodridge Lake and Wood Pond by 30 inches. The drawdown will commence around September 27, 2015. The activity is consistent with the approved fall maintenance program.

2. Water release should be regulated and monitored to prevent adverse flooding impact downstream, in particular to the Buena Vista Golf Course and associated pond.
3. One week prior to draw down, the Woodridge Lake Association should provide notice to Al Adaskavage, Greenskeeper of Buena Vista Golf Course.
4. The Association should submit a summary report to the Town Planner for referral to the Wetland Agency on the effects of the 30" drawdown.

#### **NEW BUSINESS:**

**None**

#### **OLD BUSINESS SCHEDULED FOR PUBLIC HEARING AND DECISION ON AUGUST 3, 2015:**

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**1855 Albany Avenue** – Application (SUP #1277) of Cellco Partnership dba Verizon Wireless (Kenneth Baldwin, Esq.) seeking a Special Use Permit to authorize the installation of six (6) antennas inside a new Calvary Church steeple and construct a 12'x30' equipment shelter near the southeast corner of the Church building. (Submitted for TPZ receipt on July 8, 2015. Required public hearing scheduled for August 3, 2015.)

After a review of the application and its related exhibits and after consideration of staff technical comments and the public hearing record, the TPZ acted by **unanimous vote ( 4-0 )** (Motion/Gillette; Second/Seder)(Gillette seated for Ahern) (Donelson seated for Freeman) (Maresca recused herself) to **APPROVE** the subject application. During its discussions and deliberations on this matter, the Commission made the following findings and conditions:

1. The proposal meets the finding requirements of Section 177-42A (5a) of the West Hartford Code of Ordinances. In particular:
  - a. The location and size of the use, the nature and intensity of the operations connected with this use, the size of the lot in relation to it and the location of the lot with respect to streets giving access to it are such that it will be in harmony with the appropriate and orderly development of the district in which it is located.
  - b. The kind, location and height of all structures and the nature and extent of the landscaping on the lot are such that the use will not hinder or discourage the appropriate development and use of adjacent properties.
  - c. The parking and loading facilities are adequate and properly located for the proposed use, and the entrance and exit driveways are laid out so as to achieve maximum safety.

2. Pursuant to West Hartford Code of Ordinances Section 177-42A(8), the applicant shall return to the TPZ by August of 2017 for further review and evaluation. The TPZ may consider supplemental conditions of approval if operational concerns are identified.

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**2523 Albany Avenue and 333 North Main Street** - Application (SUP #1233-R1-15) of EDENS (Robin Messier Pearson, Attorney) requesting TPZ review of compliance with the conditions of SUP #1233 approved on July 1, 2013 for two (2) outdoor dining areas; a thirty five (35) seat outdoor dining area for Noodles & Company and a sixty (60) seat outdoor dining area for Blue Plate Kitchen. Per Sections 177-37.2 & 42 of the West Hartford Zoning Ordinance, the applicant also seeks to eliminate condition #22 of the original approval requiring the removal of the fencing at the end of the outdoor dining season.

After a review of the application and its related exhibits and after consideration of staff technical comments and the public hearing record, the TPZ acted by **unanimous vote (5-0)** (Motion/Seder; Second/Gillette) (Gillette seated for Ahern) (Donelson seated for Freeman) to reaffirm the existing conditions of SUP #1233-R1-15 previously approved on July 1, 2013 and to approve of the elimination of Condition #22 which required the outdoor dining perimeter fencing for tenant space 45 to be removed at the end of the outdoor dining season. The TPZ determined no supplemental conditions of approval are necessary.

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**567 Fern Street** - Application (SUP #1278) of West Hartford Youth Baseball (Marc Blanchard, Contact, Town of West Hartford Leisure Services) seeking a Special Use Permit to authorize the installation of a 9'x 7.5' scoreboard at the Fernridge Park baseball field. (Submitted for TPZ receipt on July 8, 2015. Required public hearing scheduled for August 3, 2015.)

After a review of the application and its related exhibits and after consideration of staff technical comments and the public hearing record, the TPZ acted by **unanimous vote ( 4-0 )** (Motion/Gillette; Second/Seder)(Gillette seated for Ahern) (Donelson seated for Freeman) (Prestage recused himself) to **APPROVE** the subject application. During its discussions and deliberations on this matter, the Commission made the following findings and conditions:

1. The proposal meets the finding requirements of Section 177-42A (5a) of the West Hartford Code of Ordinances. In particular:
  - a) The location and size of the use, the nature and intensity of the operations connected with this use, the size of the lot in relation to it and the location of the lot with respect to streets giving access to it are such that it will be in harmony with the appropriate and orderly development of the district in which it is located.
  - b) The kind, location and height of all structures and the nature and extent of the landscaping on the lot are such that the use will not hinder or discourage the appropriate development and use of adjacent properties.
  - c) The parking and loading facilities are adequate and properly located for the proposed use, and the entrance and exit driveways are laid out so as to achieve maximum safety.

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**847 South Quaker Lane** - Application (SUP #1279) of West Hartford Youth Baseball (Marc Blanchard, Contact, Town of West Hartford Leisure Services) seeking a Special Use Permit to authorize the installation of a 9'x 7.5' scoreboard at the Beachland Park baseball field. (Submitted for TPZ receipt on July 8, 2015. Required public hearing scheduled for August 3, 2015.)

After a review of the application and its related exhibits and after consideration of staff technical comments and the public hearing record, the TPZ acted by **unanimous vote ( 5-0 )** (Motion/Donelson; Second/Maresca)(Gillette seated for Ahern) (Donelson seated for Freeman) to **APPROVE** the subject application. During its discussions and deliberations on this matter, the Commission made the following findings and conditions:

1. The proposal meets the finding requirements of Section 177-42A (5a) of the West Hartford Code of Ordinances. In particular:
  - a) The location and size of the use, the nature and intensity of the operations connected with this use, the size of the lot in relation to it and the location of the lot with respect to streets giving access to it are such that it will be in harmony with the appropriate and orderly development of the district in which it is located.
  - b) The kind, location and height of all structures and the nature and extent of the landscaping on the lot are such that the use will not hinder or discourage the appropriate development and use of adjacent properties.
  - c) The parking and loading facilities are adequate and properly located for the proposed use, and the entrance and exit driveways are laid out so as to achieve maximum safety.

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## **TOWN COUNCIL REFERRALS AND REQUEST FOR REPORTS:**

**15 North Main Street** – Application (SDD #132-R1-15) on behalf of North Main Associates LLC, owner of 15 North Main Street, to amend the signage criteria and landscaping plan for SDD #132 (northwest corner of the intersection of North Main Street and Brace Road) to reduce overall building signage but authorize one third floor sign for a Major Tenant, and locate street trees in landscaped planting beds rather than directly into the sidewalks. (Town Council receipt on June 23, 2015. Town Council public hearing scheduled for August 18, 2015. TPZ receipt on August 3, 2015.)

After a detailed review of the application and its related exhibits and after consideration of staff technical comments, the TPZ acted by **unanimous vote ( 5-0 )** (Motion/Seder; Second/Maresca)(Gillette seated for Ahern) (Donelson seated for Freeman) to **RECOMMEND APPROVAL** of the subject application.

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**Ordinance Permitting Manufacturers of Alcohol Including Retail Sales Where Permitted by Law** (Town Council receipt on July 21, 2015. Town Council public hearing scheduled for September 8, 2015. TPZ receipt on August 3, 2015.)

After a detailed review of the ordinance, the TPZ acted by **unanimous vote (5-0)** (Motion/Gillette; Second/Seder) (Gillette seated for Ahern) (Donelson seated for Freeman) to **RECOMMEND APPROVAL** of the subject ordinance.

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**Resolution Authorizing Town Manager to Quitclaim the Town's Interest in an Unimproved Portion of Craig Place** (Town Council receipt on July 21, 2015. Town Council public hearing scheduled for September 8, 2015. TPZ receipt on August 3, 2015.)

After a detailed review of the resolution, the TPZ acted by **unanimous vote (5-0)** (Motion/Maresca; Second/Gillette) (Gillette seated for Ahern) (Donelson seated for Freeman) to **RECOMMEND APPROVAL** of the subject resolution.

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**Resolution Authorizing Town Manager to Execute a Parking Lot Lease for a Portion of 707 Oakwood Avenue.** (Town Council receipt on July 21, 2015. Town Council meeting scheduled for August 18, 2015. TPZ receipt on August 3, 2015.)

After a detailed review of the resolution, the TPZ acted by **unanimous vote (5-0)** (Motion/Seder; Second/Donelson) (Gillette seated for Ahern) (Donelson seated for Freeman) to **RECOMMEND APPROVAL** of the subject resolution.

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**Resolution Authorizing Town Manager to Execute an Electric Utility Easement in Favor of Eversource Energy at 1 Memorial Road** (Town Council receipt on July 21, 2015. Town Council meeting scheduled for August 18, 2015. TPZ receipt on August 3, 2015.)

After a detailed review of the resolution, the TPZ acted by **unanimous vote (5-0)** (Motion/Seder; Second/Donelson) (Gillette seated for Ahern) (Donelson seated for Freeman) to **RECOMMEND APPROVAL** of the subject resolution.

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**Resolution Authorizing Town Manager to Execute an Infrastructure Improvement Easement** (Town Council receipt on July 21, 2015. Town Council meeting scheduled for August 18, 2015. TPZ receipt on August 3, 2015.)

After a detailed review of the resolution, the TPZ acted by **majority vote (4-1)** Motion/Donelson; Second/Maresca) (Gillette seated for Ahern) (Donelson seated for Freeman) (Gillette voted "no") to **RECOMMEND APPROVAL** of the subject resolution.

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